



2013 Emergency Preparedness Re-entry Credentialing Requirements by Parish

All parishes use the State Police Credentialing Requirements (<http://gohsep.la.gov/plans/lscap.pdf>). The State Police Credentialing Requirements consists of a letter on company letterhead stating the following information:

- Name of banker seeking re-entry
- Driver's license number (you must have your driver's license available for viewing)
- Description of vehicle being driven
- Company identification number (you must have your company identification available for viewing, this could be a company ID card)

** There is a suggested template to follow on page 4*

Some Parishes require additional requirements. Below you will find which parishes require additional requirements and how to go about obtaining those requirements.

Region 1: All require additional Placard

Orleans Parish, Saint Bernard Parish, Plaquemines Parish, Jefferson Parish

- You can apply for placards in each individual parish.
 - Orleans: <http://reentry.nola.gov/>
 - St Bernard: <http://placardreentry.sbpj.net/Account/Application>
 - Plaquemines: <http://www.plaqueminesparish.com/emergency-preparedness.php>
 - Jefferson: <http://placards.jumpstartjefferson.com/Account/Application>

** If your organization has multiple branches, you should apply in the parish where your main office is located but request a regional placard.*

Region 2: All require additional placard

East Baton Rouge, West Baton Rouge, Livingston, Ascension, Iberville, Pointe Coupee, East Feliciana, West Feliciana

- All parishes can apply for a placard at www.capitalareaready.com.

Region 3

St John: No additional requirements

St Charles: No additional requirements

St James: No additional requirements

Assumption: No additional requirements

Terrebonne: Requires additional badge

Parish Contact – TEDA (Terrebone Economic Development Association)

Kristi Gregoire, kgregoire@tpeda.org, (985) 873-6890

- You can find re-entry badge information here:
http://www.tpcg.org/view.php?f=administration&p=badge_reentry_program

Lafourche: Requires additional placard

Parish Contact – Eric Benoit, BenoitEG@lafourchegov.org: (985) 537-7603

- You can apply for the re-entry program here: <http://parishreentry.com/Lafourche/index.php>
- This help document is on the website at the bottom of the page at all times. Please refer to for any assistance or contact Eric Benoit:
<http://parishreentry.com/Lafourche/images/Parish%20Reentry%20Project2.pdf>

Region 4

Lafayette: No additional requirements

Evangeline: No additional requirements

St Landry: No additional requirements

Acadia: Requires ID cards.

Parish Contact – Lee Hebert, lee@apso.org, (337) 783-4357

Information needed from financial institutions that are requesting ID's:

Name

Photo of person

Date of Birth

Weight

Height

Color Eyes

Color Hair

Industry Represented: (Name of Bank)

St. Martin: No additional requirements

Iberia: Requires that company vehicles have standardized markings. All non-marked cars must display an Iberia Parish PASS card. This card must be obtained from the Parish OHSEP, 300 Iberia St., Ste. Bk-130 .

Parish Contact – Pres Marshall: (337) 369-4427 or pmarshall@iberiagov.net

- View the Iberia Parish re-entry plan here: <http://www.iberiaparishgovernment.com/forms/dept-911-04.pdf>

St Mary: Has additional permit

Parish Contact - Duval H. Arthur: (337) 828-4100, ext. 135 or darthur@stmaryparishla.gov or fax (337) 828-4092. St. Mary website: www.stmaryohsep.org.

Vermilion: Requires Picture ID Card

Parish Contact – Rebecca Broussard: (337)898-4308

You must send your request in writing on company letterhead asking for re-entry for only essential people. Then all the people listed must call the office to set up an appointment to get their picture taken for their ID card at the office location:

Vermillion Parish Emergency Preparedness Court House
100 N. State Street, Suite 211
Abbeville, LA 70510

* There is a \$5 fee (check or money order) for the ID card.

Region 5: No additional requirements

Beauregard, Allen, Calcasieu, Jefferson Davis, Cameron

Region 6: No additional requirements

Vernon, Sabine, Natchitoches, Winn, Grant, Rapides, LaSalle, Catahoula, Concordia and Avoyelles Parishes

Region 7: No additional requirements

Caddo, Bossier, Webster, Claiborne, Bienville, Red River and DeSoto Parishes

Region 8: No additional requirements

Ouachita, Union, Lincoln, Jackson, Caldwell, Richland, Morehouse, Franklin, East Carroll, West Carroll, Madison and Tensas Parishes

Region 9:

Washington: No additional requirements

St Tammany: No additional requirements

St Helena: No additional requirements

Tangipahoa Parishes: No additional requirements

**(Suggested Template for the State Police
Re-entry Credentialing Requirements)**

[Bank Letterhead]

2013

Re: Statewide Credentialing
 Re-entry Request

To: Whom it May Concern

[Bank Name] respectfully requests re-entry for the following Tier 2 employee:

- [Name of banker]
- [Driver's License number] Driver's License available for viewing
- [Description of vehicle being driven]
- [Company identification number] Company identification available for viewing

We appreciate your support and assistance.

Sincerely,

[Bank President's Name]
[Bank Name]